



**Office of Thrift Supervision**  
Department of the Treasury

1700 G Street, N.W., Washington, DC 20552 • (202) 906-6853

*Richard M. Riccobono*  
*Deputy Director*

May 12, 2003

TO THE CHIEF EXECUTIVE OFFICER & CHIEF FINANCIAL OFFICER  
OF THE INSTITUTION ADDRESSED AND ITS EXTERNAL AUDITOR

SUBJECT: 2003 FINANCIAL MANAGEMENT SEMINARS

We are pleased to invite you to one of our five *Financial Management Seminars*. These one-day seminars are designed for financial managers of thrifts (CEOs, CFOs, controllers, internal auditors, investment managers, and others with responsibility for accounting or financial reporting, risk management, and interest rate risk analysis) and their external auditor. The seminars will be held in San Francisco, Dallas, Atlanta, Newark, and Chicago during July and August 2003. Invitees are welcome to attend any one of the five seminars.

Director James Gilleran will make opening remarks at the first seminar in San Francisco. Managing Director of Supervision Scott Albinson, Chief Counsel Carolyn Buck, and one of the Regional Directors, will join me on a question and answer panel at each of the seminars. The agenda will cover the following broad areas:

- Current legislative, legal, and regulatory developments
- Safety & soundness, compliance, information technology, and trust examination updates
- Accounting, financial reporting, and auditing updates
- Regulatory capital update
- Interest rate risk and capital markets updates

A more detailed agenda will be posted to the OTS website at [www.ots.treas.gov/FMS](http://www.ots.treas.gov/FMS) when finalized.

The seminars will commence at 8:00 AM with a continental breakfast; opening remarks are at 8:30 AM. Lunch will be served; we will adjourn at 4:00 PM. For those of you who are CPAs, we will provide a certificate of attendance for CPE purposes. Casual business attire is appropriate.

Enclosed is a description of the seminar locations and fee information. The number of participants from any one organization is not limited. The registration fee is \$150 per person, however; a discounted fee of \$130 is available for registrations paid at least six weeks prior to the seminar date.

You can register in two different ways:

- (1) Pre-register on-line, and mail us your check with your phone number; or
- (2) Complete the attached form and mail it to us with your check.

The pre-registration input form is on the OTS website at [www.ots.treas.gov/FMS](http://www.ots.treas.gov/FMS).

We hope you and others from your organization will take advantage of this opportunity. If you have any questions, please contact K. Willis at (202) 906-6137, or [finlmgmt.seminars@ots.treas.gov](mailto:finlmgmt.seminars@ots.treas.gov).

Sincerely,

A handwritten signature in black ink that reads "Richard M. Riccobono". The signature is written in a cursive style with a large, stylized 'R' at the beginning.

Richard M. Riccobono  
Deputy Director

Enclosures (2)

**Office of Thrift Supervision  
Financial Management Seminars  
Seminar Information  
July/August 2003**

**Time:** 8:30 AM - 4:00 PM (continental breakfast at 8:00 AM)

**Dates and**

**Locations:**

**(1) San Francisco, CA**

Thursday, July 24  
Westin Hotel San Francisco Airport  
1 Old Bayshore Highway  
Millbrae, CA 94030  
(650) 692-3500  
\*Hotel Room Rate \$134 + tax  
[www.westin.com/sanfranciscoairport](http://www.westin.com/sanfranciscoairport)

**(2) Dallas, TX**

Thursday, July 31  
Omni Mandalay Hotel at Las Colinas  
221 E. Las Colinas Boulevard  
Irving, TX 75039  
(972) 556-0800  
\*Hotel Room Rate \$129 to \$149 + tax  
[www.omnimandalay.com](http://www.omnimandalay.com)

**(3) Atlanta, GA**

Thursday, August 7  
Westin Peachtree Hotel  
210 Peachtree Street  
Atlanta, GA 30303-1745  
(404) 659-1400  
\*Hotel Room Rate \$129 + tax  
[www.westinpeachtreeplaza.com](http://www.westinpeachtreeplaza.com)

**(4) Newark, NJ**

Thursday, August 14  
Sheraton Newark Airport Hotel  
128 Frontage Road  
Newark, NJ 07114  
(973) 690-5500  
\*Hotel Room Rate \$145 + tax  
[www.sheraton.com/newarkairport](http://www.sheraton.com/newarkairport)

**(5) Chicago, IL**

Thursday, August 21  
Sheraton Gateway Suites  
6501 N. Mannheim Road  
Rosemont, IL 60018  
(847) 699-6300  
\* Hotel Room Rate \$119 + tax  
[www.sheraton.com/gatewaychicago](http://www.sheraton.com/gatewaychicago)

**Hotel**

**Reservations:** \*Participants are responsible for contacting the hotels directly for sleeping room reservations. The preceding special room rates are available by asking for the Office of Thrift Supervision seminar rate.

**Registration:** You can register in two different ways; (1) pre-register on-line and mail us your check with your phone number; or (2) complete the attached form and mail it to OTS with your check. The pre-registration input form is on the OTS Website at [www.ots.treas.gov/FMS](http://www.ots.treas.gov/FMS).

**Fee:** \$150 per person (continental breakfast and lunch included). A fee of \$50 will be charged for cancellations or transfers made within 7 days of the seminar date. The registration fee is only \$130 if your payment is received at least six weeks prior to the seminar date.

**CPE Credit:** 360 minutes (7.2 fifty-minute hours). NASBA CPE Sponsor Registry Number 103529.

**Attire:** Casual business.

**Questions:** Please contact K. Willis at (202) 906-6137 or [finlmgmt.seminars@ots.treas.gov](mailto:finlmgmt.seminars@ots.treas.gov).

**Office of Thrift Supervision  
Financial Management Seminars  
Mail-in Registration Form  
July/August 2003**

Use this form for mail-in registrations only.  
You may pre-register on-line at [www.ots.treas.gov/FMS](http://www.ots.treas.gov/FMS)

Please type or print clearly

First Name	Last Name	Title	E-mail Address
INSTITUTION/FIRM:			
STREET ADDRESS:			
CITY:		STATE:	
DOCKET NO:	PHONE:		FAX:

**SEMINAR CHOICE:**

(1) San Francisco, CA (July 24)	(2) Dallas, TX (July 31)
(3) Atlanta, GA (August 7)	(4) Newark, NJ (August 14)
(5) Chicago, IL (August 21)	
If you are an external auditor, which institution do you audit? (Name, City, State)	
Suggested discussion topics / questions:	

Please enclose a check for \$150 per person, payable to the "Office of Thrift Supervision". Checks must be received no later than two weeks prior to the seminar date. If we receive your check at least six weeks prior to your seminar date, your registration fee is only \$130 per person. Mail this form and your check to:

Office of Thrift Supervision  
Attention: K. Willis, Grid 6M3  
1700 G Street, N.W.  
Washington, DC 20552